



**CITY OF SALISBURY
SPECIAL MEETING AGENDA**

MAY 3, 2021

5:50 p.m.

ZOOM SPECIAL MEETING

Times shown for agenda items are estimates only.

5:50 p.m. CALL TO ORDER

5:51 p.m. ADOPTION OF SPECIAL MEETING AGENDA

5:52 p.m. ORDINANCE - City Attorney Michael Sullivan

- **Ordinance No. 2665**- 1st reading- approving a Budget Amendment of the FY2021 General Fund Budget to appropriate funds to the Salisbury Fire Department's Building Account for HVAC repairs

5:57 p.m. ADJOURNMENT

Copies of the agenda items are available for review in the City Clerk's Office, Room 305 – City/County Government Office Building, 410-548-3140 or on the City's website at www.salisbury.md. City Council meetings are conducted in Open session unless otherwise indicated. All or part of the Council's meetings can be held in Closed Session under the authority of the Maryland Open Meetings Law, Annotated Code of Maryland General Provisions Article § 3-305(b), by vote of the City Council.

Next Council Meeting – May 10, 2021

- Proclamation - Huntington's Disease Awareness Month
- Proclamation - Asian American and Pacific Islander Heritage Month
- Ordinance No. 2663- 2nd reading- to amend Chapter 15.26 Rental Of Residential Premises of the Salisbury City Code by deleting Subsection 15.26.035 Rent Increases Barred During States Of Emergency
- Ordinance No. 2665- 2nd reading- approving a Budget Amendment of the FY2021 General Fund Budget to appropriate funds to the Salisbury Fire Department's Building Account for HVAC repairs

Join Zoom Meeting

<https://us02web.zoom.us/j/5362772908>


Meeting ID: 536 277 2908

Phone: 1.301.715.8592



City of
Salisbury
Jacob R. Day, Mayor

MEMORANDUM

To: Julia Glanz, City Administrator
From: John W. Tull, Fire Chief 
Subject: Budget Amendment Request
Date: April 20, 2021

The Salisbury Fire Department respectfully requests approval of a budget amendment in the amount of \$31,945.00 to cover the unexpected costs for repairs to the HVAC system located at our Headquarters facility. The HVAC system has experienced a failure of the condensing unit and internal coil that has resulted in a loss of the air conditioning through the entire building. The Department has consulted with the Department of Procurement and received the attached proposal from Electrical Automation Services, Inc. (EASI) who was awarded the City-wide contract for HVAC service and repairs under ITB-A-20-108.

The scope of work will consist of the following items:

- Furnish and install one (1) new 25 ton JCI by YORK replacement outdoor condensing unit to replace the existing Trane unit.
- Furnish and install one (1) new refrigerant coil rated for R410A refrigerant and new R410A expansion valves for the indoor air handler.
- Flush the refrigerant lines of any old oil and contaminants.
- Reconnect to existing electric, controls, and piping.
- Start up and check operation.
- Dispose old unit and coil.

The unanticipated expenses for this repair was impossible to foresee. Without the transfer of these funds, the Department will be forced to defer this critical repair until July and require our administrative staff to work in an environment without air conditioning or the ability to open windows. The requested funds from this budget amendment can be placed in the Departments Building account 24035-534301.

Thank you in advance for your time and consideration on this request. Unless you or the Mayor have further questions, please forward a copy of this memo and ordinance to the City Council for their consideration.

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ORDINANCE NO. 2665

**AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET
AMENDMENT OF THE FY2021 GENERAL FUND BUDGET TO APPROPRIATE
FUNDS TO THE SALISBURY FIRE DEPARTMENT'S BUILDING ACCOUNT FOR
HVAC REPAIRS.**

WHEREAS, the Salisbury Fire Department has experienced a failure of the HVAC condensing unit and internal coil; and

WHEREAS, the failure has resulted in a loss of the air conditioning throughout the entire Salisbury Fire Department building; and

WHEREAS, the cost to cover the necessary repairs is estimated to be \$31,945.00; and

WHEREAS, the Salisbury Fire Department has determined that there are insufficient funds available in other accounts to transfer to cover the amount required to cover the cost of the aforesaid repair.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 1. The City of Salisbury's Fiscal Year 2021 General Fund Budget be and is hereby amended as follows

(a) Increase the Current Year Surplus Account (01000-469810) by \$31,945.00.

(b) Increase the Salisbury Fire Department's Building Account (24035-534301) by \$31,945.00.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 3. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

Section 4. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

Section 5. This Ordinance shall take effect from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the _____ day of _____, 2021 and thereafter, a statement of the substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the _____ day of _____, 2021.

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49 **ATTEST:**

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53 _____
Kimberly R. Nichols, City Clerk

_____ **John R. Heath, City Council President**

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57 Approved by me, this _____ day of _____, 2021.

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Julia Glanz, City Administrator
63 **for and at the direction of Jacob R. Day, Mayor**